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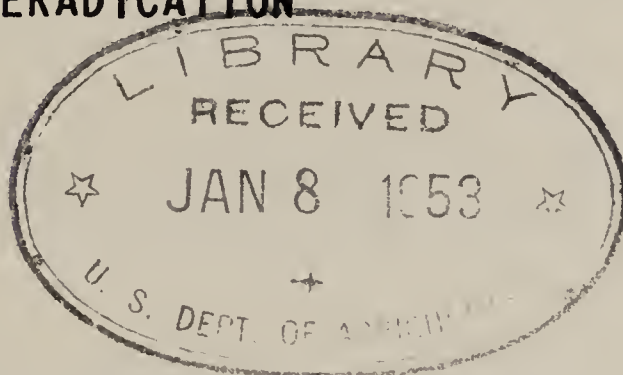
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UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Research Administration
Bureau of Animal Industry
Brucellosis and Tuberculosis
Eradication Division

BRUCELLOSIS
AND
TUBERCULOSIS
ERADICATION



Station

Trainee

Title

Grade

Trainer

Date Started _____ Completed _____

TO THE TRAINER:

This guide has been developed to aid you in training veterinary livestock inspectors in their responsibilities in the brucellosis and tuberculosis eradication programs of the Bureau of Animal Industry. In planning this training project, you will want to determine whether or not the employee has been properly oriented to his new work environment. Perhaps you will need to use BAI Training Guide No. 1, Orientation of New Employees, to assist you in completing his orientation. You may find it desirable to combine parts of the orientation process with this period of training in brucellosis and tuberculosis eradication. The approach used in this guide is based on four steps which are fundamental in the learning process. These steps are:

1. Prepare employee
(Get him interested in learning the job by a good explanation of what the job is and why it is important).
2. Present the job
(Demonstrate and explain each step in the operation).
3. Try out performance
(Have him do the job. Correct errors. Explain fully. Continue until you know he knows).
4. Follow up
(Put him on his own. Check frequently. Taper off your coaching as he gains competence).

Your assignment as a trainer has only begun when the employee has demonstrated his ability to comprehend and respond to these four steps in the learning process. His personal satisfaction and success as a Bureau employee will depend on his ability to properly inform those with whom he works. You have fulfilled your assignment as a trainer only when you know he can do this.

This is your guide, so feel free to make notes and additions as you like. The back of each page should provide sufficient space for your notes.

When the period of training has been completed with the employee, fill in the report on the last page of this guide and submit it to the Washington office. At the same time you will want to make a record of this training at your station. This can be done by filling in the blanks on the front cover of this guide and retaining it as a part of the employee's station record.

INTRODUCTION

As an introduction to this training, explain how the brucellosis and tuberculosis eradication program fits into the entire Bureau program of disease control and eradication. Be sure to explain under what authority and conditions your program is conducted. Give the trainee inspector copies of regulations, bulletins, and other applicable reference material, pointing out his responsibility to study and gain as much information as is possible from these materials. In preparing the trainee, remind him of his general Bureau responsibilities, pointing out the following broad job requirements:

- Builds and maintains good relationships
- Conducts tuberculosis testing program
- Conducts brucellosis testing and vaccination program
- Provides disease advisory services

After preparing the trainee by discussing these requirements, demonstrate and explain how each of these job requirements is effectively performed.

After each requirement has been properly explained and demonstrated, have trainee explain and perform during the period of training, each of these requirements under your supervision. Point out and correct discrepancies in his approach and technique, explaining fully. Encourage questions from him and be sure to answer to his satisfaction.

Put trainee "on his own" to perform these required duties. Make frequent checks to assure that he has learned all of the requirements and is capable of competent performance.

Before this initial training is complete, be sure to discuss what the performance requirements are for each phase of his job.

The following breakdown and suggested key points will be helpful in giving complete coverage to these requirements:

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JOB REQUIREMENT	KEY POINTS
	<p>so he can contribute useful information <i>through the area supervisors.</i></p> <p>Explain to the veterinarian that as a trainee he will not be called upon to assume full responsibility for organizing the program of livestock disease eradication. Show him how thorough planning and careful organization are essential in enlisting the cooperation of livestock owners in the disease eradication program. Have him accompany you on your contacts with owners and interested livestock groups observing the approach and technique used by you. The emphasis you place on this phase of the work will make him aware of the problems involved and its importance to the whole program. Point out that he will be faced with this organization problem and must be ready to meet it. Prepare for him a list of key individuals and organizations in your area and explain how they fit into the program picture.</p> <p>Emphasize that his efforts cannot be fully effective unless he builds and maintains good public relations.</p> <p>Have trainee explain fully to you his concept of the relationships he must build and maintain and how he approaches this phase of the job. Evaluate his concept and approach. Make necessary corrections.</p>

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JOB REQUIREMENT	KEY POINTS
<p>TUBERCULOSIS ERADICATION The program plan</p>	<p>Explain to the trainee inspector what types of programs are in operation in your State and the locale of his assignment. Explain what the reactions of the State officials, various organizations and the public are toward the tuberculosis programs. Point out any areas where differences of opinion exist. What agreements on plans are in effect? What is the extent and limit of authority under which he can operate? Be sure he understands all ramifications and peculiarities which might require him to take a cautious approach to certain problems. Have trainee explain the plans to you so you are sure he understands.</p>
<p>Scheduling the work</p>	<p>Point out to the trainee the necessity of having a systematic plan for a designated work period. Demonstrate how you contact designated owners or their representatives to schedule the date and hour of testing. Explain to him the advantage of knowing the attitude of owner toward the program, the location and history of the herd, the number of animals to be tested. Show him how you schedule the tests of various herds in the same general locality on consecutive schedules. Explain how your reading schedule is based on your injection schedule. Demonstrate how you fit your advisory service on problems of disease control into your schedule of tuberculosis work. Also demonstrate how brucellosis work may be scheduled concurrently with tuberculosis work.</p>

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JOB REQUIREMENT	KEY POINTS
Restraining the animals	<p>Have trainee demonstrate to you how he schedules his work. Observe his plan and take necessary corrective steps. Encourage questions and answer them to the satisfaction of the trainee.</p>
	<p>Explain to the trainee that adequate facilities and assistance should be provided by the herd owner for the safe restraint of animals to be tested. Point out that inadequate facilities or assistance in restraining animals can result in considerable loss of time and possible injury to self and animals. Demonstrate to him the proper approach to use in securing this cooperation from the herd owners.</p> <p>Have trainee explain and demonstrate to you how he assures the proper restraint of animals under test.</p>
The Intradermal Injection	<p>Explain care and handling of syringe and needles and method of filling to insure against small air accumulation with resulting bubble and faulty injection. Explain proper dosage and syringe sets to assure uniform injections and better diagnosis.</p> <p>Describe in detail and demonstrate proper intradermic injection of tuberculin at caudal fold and cervical sites, and have trainee make injections until you are sure he can make them properly. The trainee should understand the reasons</p>

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JOB REQUIREMENT	KEY POINTS
Tagging the animals	<p>for not adopting the cervical site for routine testing. Demonstrate proper technique for each type of injection and assist trainee in completing satisfactory injections. Assure trainee that considerable practice is necessary to perfect technique.</p> <p>Have trainee explain and demonstrate to you the proper care and handling of syringe and needles, method of filling, proper dosage, and technique for each type of injection. Observe and correct his method and technique, explain fully.</p> <p>Discuss tagging requirements and explain proper location for tag insertion. State reasons why tag should not be inserted in heavy cartilage at base of ear, or clamped too tightly to ear's edge. Discuss precautions in tagging young calves to prevent loss of tag or "lopping" of ear. Demonstrate tagging method. Have trainee explain and demonstrate to you the proper method of tagging animals.</p>
Reading the test	<p>Discuss variable types and sizes of reactions and explain the possible significance of each. Explain the code used for recording reactions. Demonstrate reactions, if possible, and encourage trainee to request the assistance of the supervisor whenever later work in the field may lead to question on results of his own testing. Film strips and stills</p>

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JOB REQUIREMENT	KEY POINTS
Identifying the reactors	<p>should be used showing the technique of tuberculin injections, and varying types of reactions correlated with post-mortem findings, should be shown and discussed fully with trainees.</p> <p>Have trainee read the test under your observation and explain to you how he arrived at the diagnosis. Question him to make certain he understands the variable types and sizes of reactions and their significance.</p> <p>Impress trainee with the importance of properly identifying reactor animals when found. All passed tags should be carefully read and recorded. Reactor tag is to be inserted in the left ear and recorded with passed tag. Discuss requirement of a "Skin" brand to be placed always on left jaw. Discuss the methods of heating branding iron for proper branding.</p>
	<p>Have trainee explain and demonstrate to you that he attaches the proper significance to branding, and reading and recording tag numbers.</p> <p>Explain requirement for segregating reactor animals from other cattle during period until removed for slaughter. Discuss advice to be given owner in providing for segregation, also regarding use or sale of milk.</p>

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JOB REQUIREMENT	KEY POINTS
	<p>Have trainee advise you on the necessity for segregation of reactors, the use or sale of milk, etc. Take the role of the owner and present arguments against segregation so that trainee may gain experience in "selling" the owner on this feature of the program.</p>
<p>Appraisals TE-23 TE-27 TE-24 Shipping Permit Proceeds of sale</p>	<p>Explain method of appraisal in operation in the State - appraisal form TE-23, also forms TE-27 and TE-24, shipping permit and proceeds of sale, respectively. Forms should be understood, even though appraisals may not be made by Bureau veterinarians. Trainee should understand that appraisal cannot be made unless reactor is properly tagged and branded, and should be instructed in regulations governing purebred appraisals where registration papers are not immediately available. Caution him regarding the identification of reactors from papers presented. Give him copies of regulations and instructions on this subject.</p>
<p>Disposition of reactors</p>	<p>Explain to trainee the maximum period allowed for submitting reactors to slaughter, the extension of time permitted by Bureau Inspector in Charge and further extension - where considered justifiable, on approval of Chief of Bureau. Impress upon trainee the importance of acquainting reactor owner with regulations governing handling of reactors until received in approved slaughtering establishment.</p>

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JOB REQUIREMENT	KEY POINTS
BAI Order 375	<p>Discuss approved slaughtering establishments. Make sure he has copy of regulations governing handling of reactors.</p> <p>Have trainee explain to you the maximum period allowable for submitting reactors for slaughter, when extensions are permitted, the regulations governing the handling of reactors until received in approved slaughtering establishment, etc. Encourage questions. Be sure he understands.</p>
Records and reports	<p>Explain all forms and reports to trainee and assist him to prepare samples for future reference. The sample form should also carry notation as to disposition. Where "State" forms may be used, the form and purpose of substitution should be explained. Assist trainee to prepare a list of all forms and reports used.</p> <p>Make sure he understands the purpose and use of all the records and reports and that he can prepare them properly.</p>
BRUCELLOSIS CONTROL AND ERADICATION	<p>Be sure trainee has an opportunity to see the film, <i>The Triple Threat of Brucellosis</i>, early in his period of training. Perhaps you can give him this opportunity in connection with a showing of the film for other employees or a public group.</p>
<i>The Triple Threat of Brucellosis</i>	
The Program Plan	<p>Explain to the trainee the type of brucellosis control and eradication program which is in effect in your State. Explain clearly the Bureau position regarding</p>

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JOB REQUIREMENT	KEY POINTS
	<p>testing and vaccination. Point out that while the Bureau cooperates in programs with varying degrees of testing and vaccination, the most desirable program is one that emphasizes testing, supplemented by calfhood vaccination. Explain what agreements or plans are in effect. What is the official attitude of the State toward brucellosis control and eradication? What is the public attitude toward the present program? Are there certain peculiarities and ramifications he should be familiar with? Recommendations of the USLSSA for brucellosis eradication in domestic animals, which have been approved by the Bureau, should be explained fully and it should be made clear that the procedures adopted by the State under existing State laws and regulations take precedence.</p> <p>Have trainee explain to you the program of brucellosis control and eradication that is being followed in your State. Have him explain the differences, if any, between the program in operation and the type of program the Bureau feels as more desirable. Correct any erroneous attitudes he may have and be sure he understands the State program.</p> <p>Demonstrate how you schedule your brucellosis testing and vaccination work. Explain and demonstrate how you integrate this brucellosis work with the other work that you perform.</p>

Scheduling
the work

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JOB REQUIREMENT	KEY POINTS
	<p>Have trainee explain and demonstrate how he schedules this work and integrates it with his other work. Make necessary corrections in his planning and techniques.</p>
<p>Drawing blood samples</p>	<p>Explain the care of blood drawing needles (the cleaning, disinfection, sharpening). Discuss methods that may be used for restraining animals-advantages of each (nose leader or halter). Explain methods for blocking jugular vein and technique for needle insertion, also needle removal without bleeding from puncture. Discuss care of blood samples until time for shipment to insure proper clotting and preservation. Trainee should demonstrate the technique of blood drawing and be assisted in over coming difficulties before being released for field operations.</p>
<p>Forwarding samples to laboratory</p>	<p>The local conditions, distance from laboratory, climate, etc., will be factors in preparing and forwarding blood samples for test. Methods that have been found to be successful for the area should be explained, and precautions cited which will aid in assuring arrival in condition for testing. Charts should accompany samples. Be sure trainee understands which laboratory to send samples to. Have him prepare and forward samples to laboratory and be sure that he appreciates the precautions necessary to assure arrival in proper condition.</p>

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JOB REQUIREMENT	KEY POINTS
Identifying reactors	<p>Explain to trainee that brucellosis reactors must also carry a passed tag in right ear and reactor tag in left ear. Explain the basis for classifying animals as to eligibility for indemnity by, (1) blood agglutination results alone, (2) record of abortion plus suspicious reaction, (3) repeated suspicious reactions.</p> <p>Discuss the added value of "hot iron" brand over "cold" brand which is used in some States. Explain requirements for satisfactory cold brand, and that left jaw is also site for branding of brucellosis reactors.</p> <p>Have trainee explain to your satisfaction the proper method of identifying reactors.</p>
Disposition of reactors	<p>Discuss variations permitted in handling of reactors under plans A, B, and D of official program. Explain provisions of plans sponsored in your State as they apply to reactor animals. Explain method of appraisal under plan "A" also issuance of permits for movement to slaughter, and the establishments approved for slaughtering reactors eligible for indemnity.</p>
USLSSA Recommendation	<p>Have trainee explain variations permitted in handling reactors under plans A, B, and D of official program. Have him explain all points in connection with disposition of reactors so that you know he knows. Encourage questions. Make sure he understands!</p>

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JOB REQUIREMENT	KEY POINTS
Calfhood vaccination	<p>Explain age requirements for official calfhood vaccination. Discuss safe handling of vaccine to assure potent product. Advise on care to be exercised in use of reconstituted lyophilized product. Explain techniques of injection and demonstrate. Stress pathogenicity for man and precautions to be exercised. Discuss with trainee post-vaccination physical reaction.</p> <p>Have trainee explain age requirements for official calfhood vaccination and safe handling of vaccine. Have him do some vaccination under your supervision and observe his technique. Correct and explain as necessary and be sure he is familiar with necessary precautions.</p>
Identification of vaccinates	<p>Explain methods recommended in uniform procedures. If different in your State, explain and indicate reasons. Demonstrate tattooing or branding where practiced. If tags are used, the same principles of application apply as with tuberculin testing. Have trainee perform for you.</p>
Records and Reports	<p>Explain blood charts, appraisal forms, shipping permits, and vaccination form. Explain disposition of vaccination forms (owner, county, state). Also explain preparation of weekly work reports, and any other forms or reports which may be needed for local or State records. Explain that the maintenance of accurate records</p>

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JOB REQUIREMENT	KEY POINTS
	<p>is frequently considered objectionable and by some unnecessary. However, without evidence of the degree of infection and progress being made in its control or eradication, there would be little chance of securing suitable laws and funds for conducting the work we are engaged in. Assist him to prepare samples of each form and report for his future reference. Explain Government franking regulations as they pertain to first-class mail and packages. Assist trainee to prepare a list of the above records and reports for his future reference. Have him explain the reports to you and encourage questions.</p>
<p>DISEASE ADVISORY SERVICES</p>	<p>Explain that one of the most important functions of the work is the education of the owner on the disease, and sound principles for its eradication. The trainee should understand that his is not a "price" job but a professional position which demands that his "client" should receive full benefit from his background in disease control. A trained technician can draw blood or vaccinate calves with equal proficiency-but the veterinarian also has an obligation to always share his best council with the livestock owner.</p>
<p>Farm animal diagnosis and advice</p>	<p>Explain to the trainee that the Bureau veterinarians should lend a sympathetic ear to the farmer's other livestock disease problems, but he must understand he is now away from the practice field and should</p>

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JOB REQUIREMENT	KEY POINTS
Post mortem examinations	<p>advise the owner that he is not in position to be of help in those fields, that the local practitioner will be available constantly and that they need each other's support in these matters. Demonstrate the tact necessary to show a sympathetic interest in the farmer's other livestock disease problems while convincing him of his need for the practitioner.</p> <p>Explain under what conditions it might become necessary for the veterinarian to hold post mortem on reactor animals and the requirements to be observed for disposition of carcass, stamping and reporting of post mortem examination.</p> <p>Have trainee review with you the conditions which might necessitate post mortem examinations by field veterinarians, and procedures to be followed in disposing of carcasses, stamping, and reporting the examination.</p>
Cleaning and disinfection of premises	<p>The importance of removing all litter, then scraping and scrubbing all areas of the stable before applying disinfectant solution should be emphasized. The life of the Brucella organism under varying conditions should be explained in order to punctuate the cleansing requirements. Explain the type of disinfectant to be recommended in official work. Stress the importance also of removing yard litter and fencing off manure piles and stagnant pools. Demonstrate, if possible, the</p>

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JOB REQUIREMENT	KEY POINTS
<p>Replacements and "between test"</p>	<p>manner in which you advise and counsel with owners regarding the cleaning and disinfection of premises.</p> <p>Explain to trainee the importance of stressing to owner that testing, removal of reactors, and premise disinfection alone, do not provide the answer to the question of brucellosis eradication. The owner must be constantly alert to the dangers of buying questionable replacement animals and not maintaining constant cleanliness of premises. Discuss the precautions to be exercised in buying animals. The time spent in advising owners of the pitfalls which must be guarded against will pay dividends. The Bureau veterinarian is not merely a blood drawer or a vaccinator, but also an advisor to the industry on the best approved practices for the eradication of disease - he <i>can</i> afford to take the time necessary to assure intelligent cooperation from the cattle owner. Collecting of blood samples and vaccinating should be considered minor as compared to the responsibility of properly informing the livestock owners concerning a complete disease eradication program.</p>
<p>JOB PERFORMANCE</p>	<p>Have trainee perform the entire job as demonstrated and explained by you. Check his performance. Make necessary corrections and point out omissions. Explain fully. Check on trainee's knowledge of</p>

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JOB REQUIREMENT	KEY POINTS
	<p>regulations through frequent questioning. Be sure he understands.</p> <p>Put trainee "on his own", checking at frequent intervals to determine his progress and competence. Encourage questions. Continue occasional checks until <i>you</i> are both sure of his competence.</p>

BE SURE YOU HAVE DISCUSSED THE PERFORMANCE
REQUIREMENTS OF EACH PHASE OF THE JOB

TRAINING REPORT

BRUCELLOSIS AND TUBERCULOSIS ERADICATION

Station

Date

Head, Brucellosis and Tuberculosis
Eradication Division
Bureau of Animal Industry
Washington 25, D. C.

Dear Sir:

I would like to report that _____
Employee

Title

Grade

has received the initial training in brucellosis
and tuberculosis eradication in accordance with the
guide developed for this purpose. The training was
begun _____ and
completed _____.

Trainer

Inspector in Charge

